

FINANCE & PERSONNEL COMMITTEE
May 8, 2018

PRESENT: Chairperson Rusniak, Members Wintringer, Kohler, Alternate Member Hegy
ALSO PRESENT: City Administrator Volkert, Police Chief Groves

Call to Order – Chairperson Rusniak called the meeting to order at 6:30 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members of the Committee were present. Alternate Member Hegy was also present.

Public Comment Period – None.

Licenses – MOTION by Alderperson Hegy, and seconded by Alderperson Wintringer recommending to the Common Council a bartender license for Sarah Buchanan. MOTION CARRIED.

Renewal Liquor Licenses – MOTION by Alderperson Wintringer, and seconded by Alderperson Kohler recommending to the Common Council approving the Class A, Class B, and Class C Fermented Malt Beverage, Intoxicating Liquor, and Wine licenses for the period July 1, 2018 through June 30, 2019. MOTION CARRIED.

Police Aide Position – The Hartford Police Department currently has one of the four authorized Police Aide positions filled. The department is currently in an advantageous position to secure the services of the current Police Intern from WCTC to fill one of the existing vacancies. The Police Aide duties and assignments are varied so that they can experience a wide range of operational and administrative functions. However, they are limited to non-critical tasks that are currently being performed by patrol officers.

MOTION by Alderperson Wintringer, and seconded by Alderperson Hegy authorizing appropriate city officials to promote via advantage the current Police Intern to the paid position of a Police Aide on or after May 9, 2018, contingent upon the confirmation of this appointment by the Police and Fire Commission. MOTION CARRIED.

Police Sergeant Eligibility List – One of the Police Sergeants has requested a voluntary demotion to avail himself of a vacant day shift position as a Patrol Officer, effective May 8, 2018. This will create a vacancy at the rank of Sergeant. An eligibility list for the position will be brought to the Police and Fire Commission for the confirmation of an appointment to fill the position on or after May 9, 2018.

MOTION by Alderperson Kohler, and seconded by Alderperson Wintringer authorizing appropriate city officials to establish an eligibility list for the rank of Sergeant for this vacancy and the subsequent appointment of a candidate to the rank of Sergeant, contingent upon

Police and Fire Commission approval as set forth by State Statute 62.13(4)(a). MOTION CARRIED.

Memorandum of Understanding with HUHS District – The HUHS District would like to secure the services of a Police Officer during the remainder of the 2017-2018 school year and during the summer prior to the effective date of the first PSLO agreement on July 1, 2018. No city funding is required. Expected reimbursement for these services from HUHS is estimated at \$17,235.60. After review and consultation with the City Administrator and the City Attorney, the department has entered into a Memorandum of Understanding with the HUHS District. Due to the unusual size of the request this is filed for information purposes only, and no action is required. Police Chief Groves provided information on the proposed Memorandum of Understanding,

PSLO Agreement with HUHS District – In this agreement, the HUHS District would like to secure the services of a second Police School Liaison Officer (PSLO) during their school year. The second PSLO would also be assigned to the HUHS District for regularly scheduled school days while classes are in session. The agreement for this PSLO position would mirror the first agreement and be in effect from September 1, 2018 to June 30, 2022. Police Chief Groves provided information on the proposed agreement, and responded to questions.

MOTION by Alderperson Kohler, and seconded by Alderperson Wintringer recommending to the Common Council to authorize appropriate City officials, contingent upon Police and Fire Commission approval, to enter into a part-time PSLO Agreement with the HUHS District and to authorize the addition of a 27th approved staffing position for a sworn police officer to accommodate the filling of this position. MOTION CARRIED.

Adjournment – MOTION by Alderperson Wintringer, and seconded by Alderperson Hegy for adjournment. MOTION CARRIED.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
FPMAY8.18
Compiled by Pat Borlen, Deputy Clerk